

STATINTL

NAME :

OFFICE :

ADMINISTRATION DIRECTORATE REVIEW: TRENDS AND HIGHLIGHTS

Evaluation

In order to enhance the usefulness of the Trends and Highlights Course to you and future participants, a continuing process of evaluation is necessary. We ask your cooperation in assisting us in keeping the course responsive to the needs of the participants.

COURSE OBJECTIVE

The objective of the course is to update Deputy Director for Administration careerists' knowledge and understanding of current activities, problems and trends in the Directorate and its various offices.

- A. Please indicate on this numerical scale how well in your estimation, the course has met its objective. (Number 1 is the lowest, number 7 is the highest.)



- B. What was the most useful segment of the program to you in your present assignment? The least useful? Please describe how you see the program benefiting you.

The Agency financial operations and the presentation. The least useful subject was OMS presentation. In my present assignment I deal with a division of OF and also use the terminal and will be working with the computer reports. I now have a better knowledge of finance and I'm looking forward to the improvements that were discussed here.

(See Reverse Side)

- C. Did you feel the session on the Administration Directorate/
Management & Advisory Group (AD/MAG) was beneficial? Why?

*Yes. When I was a secretary I heard
more about AD/MAG, simply because I
saw the mail as it came into the
Branch. Truthfully, I had forgotten
that there was an AD/MAG until
this week at Trends & Highlights.*

- D. Other Comments:

*I think Trends & Highlights is a
very good course, even though
I don't retain everything
I've heard, I have been made
aware of a good overall
view of DDA and our relation-
ship with other components
of the Agency.*